



# NANZAN UNIVERSITY

*Nanzan University is among Japan's leading catholic universities, with approximately 10,000 students, including over 450 international students. With 8 undergraduate faculties and 6 graduate schools, as well as the Center for Japanese Studies, we continue to explore internationalization that is congruent with our educational motto "For Human Dignity."*



## BASIC INFORMATION

Institution Name	Nanzan University
Office Name	Office of the Center for International Affairs (CJS Office for Center for Japanese Studies Programs)
Postal Address	18 Yamazato-cho, Showa-ku, Nagoya, 466-8673 JAPAN
Phone/Fax	Phone: +81 52 832 3123 Fax: +81 52 832 5490
E-mail Address	Inbound: See below for inbound program contacts. Outbound: <a href="mailto:study-abroad@nanzan-u.ac.jp">study-abroad@nanzan-u.ac.jp</a> Agreements and general matters: <a href="mailto:intl-exchange@ic.nanzan-u.ac.jp">intl-exchange@ic.nanzan-u.ac.jp</a>

## PROGRAM OUTLINE

Center for Japanese Studies (CJS) Exchange Program	<b>Intensive Japanese Program (IJP):</b> <a href="https://www.nanzan-u.ac.jp/English/academics/cjs/ijp/cjs-office@ic.nanzan-u.ac.jp">https://www.nanzan-u.ac.jp/English/academics/cjs/ijp/cjs-office@ic.nanzan-u.ac.jp</a>
Undergraduate/Graduate Exchange Program	<b>Admissions:</b> <a href="mailto:intl-office@nanzan-u.ac.jp">intl-office@nanzan-u.ac.jp</a> <b>Academic advisement and support:</b> <a href="mailto:intl-advising@nanzan-u.ac.jp">intl-advising@nanzan-u.ac.jp</a>



## Center for Japanese Studies (CJS) Exchange Program AY 2023 - 2024

### CONTACT

Contact Office	Office of the Center for International Affairs (CJS Office) E-mail: <a href="mailto:cjs-office@ic.nanzan-u.ac.jp">cjs-office@ic.nanzan-u.ac.jp</a>
----------------	---

### PROGRAM OUTLINE

Name of the Program	Intensive Japanese Program (IJP): <a href="https://www.nanzan-u.ac.jp/English/academics/cjs/ijp/">https://www.nanzan-u.ac.jp/English/academics/cjs/ijp/</a>
Length of Stay	Semester or Full-Year
Exchange Program Terms	<b>Academic Year:</b> September - May <b>Fall Semester:</b> early September - mid-December <b>Spring Semester:</b> mid-January - mid-May

### ADMISSION SCHEDULE

Terms of Participation	Fall 2023	Spring 2024
Nomination	Not Necessary	Not Necessary
Application Period	Mar 1 – Mar 20, 2023	To be announced; Mid-August to September 2023
Acceptance Notice Sent by Email	May 10, 2023	To be announced;
Confirmation of Enrollment	May 31, 2023	Mid-October, 2023

### ACADEMIC CALENDER

	Fall 2022	Spring 2023
Arrival, Orientation, Placement Test and Entrance Ceremony	Early September	Mid-January
Classes	Mid-September - Mid-December	Mid-January - Mid-May
Final Examinations	Mid-December	Mid-May
Closing Ceremony	-	Mid-May
Other Important Academic Information	<b>Winter Recess:</b> Late December - Early January <b>Spring Recess:</b> Late March	



## APPLICATION & ADMISSION REQUIREMENTS

<p><b>Application Procedure</b></p>	<p>The admission information, including a website link to the Online Application System, is provided to coordinators of exchange partners approximately two weeks before the application period of each semester starts.</p> <p><u>Application Materials</u></p> <p><b>&lt;Submission through Online Application System&gt;</b></p> <ul style="list-style-type: none"> <li>◆ Official Transcript</li> <li>◆ Official Bank Statement</li> <li>◆ Photo for Student ID card/Certificate of Eligibility(CoE)</li> <li>◆ Casual Photo</li> <li>◆ Copy of Passport</li> <li>◆ Essay</li> <li>◆ Japanese Study Information</li> <li>◆ Application for Certificate of Eligibility (CoE)</li> </ul> <p><b>&lt;Submission by E-mail&gt;</b></p> <ul style="list-style-type: none"> <li>◆ One Letter of Recommendation (LoR)</li> </ul>
<p><b>Admission Requirements &amp; Language Proficiency</b></p>	<p>Applicants for the CJS program must meet the following application requirements.</p> <ol style="list-style-type: none"> <li>1. Have completed at least 12 years of formal education or the equivalent, and qualified to enroll at a university.</li> <li>2. Have a cumulative grade point average of 3.0 or better on a 4.0 scale or its equivalent at the most recent level of study. (Exchange students with lower GPA maybe considered.)</li> <li>3. Have a level of Japanese or English ability sufficient to undergo education at Nanzan University.</li> </ol>

## ACADEMIC INFORMATION

<p><b>Course Information</b></p>	<p>Course details can be found in our annual brochure expected to be uploaded to IJP-CJS webpage, <a href="https://www.nanzan-u.ac.jp/English/academics/cjs/ijp/">https://www.nanzan-u.ac.jp/English/academics/cjs/ijp/</a>, in the middle of September.</p>
<p><b>Registration Requirements &amp; Placement Test</b></p>	<p>Students must register 14 – 18 credits for a semester. Students register courses after their Japanese level is confirmed by the Japanese placement test they take after arriving in Japan. All students must take an 8-credit load Japanese language</p>



	course a semester.			
<b>Course Restriction</b>	All courses offered in IJP are open to exchange students. Courses, such as Japanese seminar courses, require certain Japanese language levels, which are decided based on the above-mentioned placement tests, to register. Some courses have enrollment capacity.			
<b>Grading Scale</b>	<b>Grade</b>	<b>Score</b>	<b>Grade Point (GP)</b>	<b>Pass or Failure</b>
	A+	100-90	4.0	Pass
	A	89-80	3.0	
	B	79-70	2.0	
	C	69-60	1.0	
	F	59-0	0	Failure
	All students receive grades on a letter grade basis with scores out of 100, and it can be changed to pass-failure scale by submitting an application with his/her home institution's permission.			
<b>Transcript of Academic Record</b>	Transcript of Academic Record (an official transcript) is mailed to the exchange student's home institution within one month (or two months) after the end of the semester. NOTE: The transcript does not include GPA.			

## ESTIMATED PROGRAM FEES

<b>Tuition &amp; Fees</b>	<p>Tuition, application &amp; admission fees are waived for exchange students. Students should also budget for additional costs such as insurance, security deposit, books and supplies, housing, meals, local transportation, and personal expenses.</p> <p>An invoice will be issued to each student, if not to the home institution, after the acceptance announcement.</p> <p>Payments can be done online, via credit card, or by international wire transfer.</p>
<b>Housing</b> <i>More information about housing can be found <a href="#">here</a>.</i>	<p>&lt;ARRANGEMENT&gt;</p> <p>Students are required to submit a housing application along with their admission application through the Online Application System. Once admitted, students will be asked to place a Housing Request to indicate their intention to live in a shared type of dormitory or a completely independent studio type of apartment. The final announcement of their housing placement will be made approximately two months prior to the beginning of the semester.</p>



## Housing

More information about housing can be found [here](#).

### <OPTIONS>

#### 【Dormitories】

- Shared / Independent Campus Dormitories
- Shared off-Campus Dormitories

#### 【Home Stay Program】

#### 【Self-Arranged】

### <FEES>

The housing fee is collected in advance each semester from all students.

- Fall semester: (4 months): 240,000 yen
- Spring semester: (5 months): 300,000 yen

#### [Note]

There may be additional costs for those placed in our Home Stay Program, Janssen International Residence, or Foyer Nanzan. Specifics will be provided to the students after acceptance.

## Insurances

All exchange students are required to enroll in the Japan National Health Insurance (JNHI\*<sup>1</sup>) program and other insurances\*<sup>2</sup> designated by Nanzan University.

\*<sup>1</sup> JNHI: 1,500-3,000 yen/month (costs will vary according to the resident area)

\*<sup>2</sup> 5,200 yen for both semester and full-year students

## SCHOLARSHIPS

## Scholarships

### 【Hirschmeier Scholarship】

¥150,000 / semester

Nanzan University awards Hirschmeier Scholarship to CJS students in order to reduce the financial burden and help them successfully complete their intended studies.

CJS students may apply for the scholarship after joining the CJS program ONLY. Those students who pass our screening will receive the scholarship in their second semester.

The application eligibility, receiving qualifications, and other information will be provided to the enrolled CJS students when it is ready.



## Scholarships

### 【JASSO Scholarship】

¥80,000 / month

The Japan Student Services Organization (JASSO) offers scholarship for qualified international students who are accepted by a Japanese university under a student exchange agreement. JASSO adopts exchange programs carried out by Japanese universities every year and allocates a scholarship quota to each university. Since the quota is different each year and not guaranteed every year, it may be best to confirm on the awarded status if interested.

We will inform our exchange partners when the scholarship may be offered from JASSO. Therefore, students should contact the study abroad office at their home university for the updates.

General information regarding JASSO can be found on the website below;

[https://www.jasso.go.jp/en/study\\_j/scholarships/short\\_term.html](https://www.jasso.go.jp/en/study_j/scholarships/short_term.html)



## Nanzan University Undergraduate/Graduate Exchange Program Fall 2023/Fall 2023 & Spring 2024

### CONTACT

<b>Contact Office</b>	Office of the Center for International Affairs <b>Admissions:</b> <a href="mailto:intl-office@nanzan-u.ac.jp">intl-office@nanzan-u.ac.jp</a> <b>Academic advisement and support:</b> <a href="mailto:intl-advising@nanzan-u.ac.jp">intl-advising@nanzan-u.ac.jp</a>
-----------------------	---

### BASIC PROGRAM INFORMATION

<b>Academic Calendar</b> Academic Calendar and class related information can be found <a href="#">here</a> :	<b>Academic Year:</b> April – March (different from the CJS’s academic calendar) Nanzan University uses Quarter System and each quarter lasts eight weeks. There is one week of exams each quarter.	
	<b>Spring Semester:</b> April 1 to September 15 Q1: April 1–June 5 Q2: June 6–September 15	<b>Fall Semester:</b> September 16 to March 31 Q3: September 16–November 15 Q4: November 16 –March 31
<b>Entrance Period</b>	Fall (September)enrollment only	
<b>Duration (Enrollment)</b>	<b>One semester</b> (2 quarters) or <b>two semesters</b> (4 quarters)	

### ACADEMIC INFORMATION

Undergraduate Programs (8 Faculties 18 Departments)	
<b>Humanities</b> Christian Studies Anthropology and Philosophy Psychology and Human Relations Japanese Studies <b>Foreign Studies</b> British and American Studies Spanish and Latin American Studies French Studies German Studies Asian Studies <b>Economics</b> Economics	<b>Business Administration</b> Business Administration <b>Law</b> Law <b>Policy Studies</b> Policy Studies <b>Science and Technology</b> Software Engineering Data Science Electronics and Communication Technology Mechanical Engineering and System Control <b>Global Liberal Studies</b> Global Liberal Studies



## Graduate Programs (6 Graduate Schools 15 Programs)

### Humanities

- Christian Thought (Master's only)
- Religious Thought (Doctoral only)
- Anthropology
- Educational Facilitation (Master's only)
- Linguistic Science

### International Area Studies

- International Area Studies

### Social Sciences

- Economics
- Management
- Policy Studies

### Law

- Law

### Sciences and Engineering

- Systems and Mathematical Sciences\*<sup>1</sup>
- Software Engineering
- Mechatronics
- Data Science\*<sup>2</sup>

### Nanzan School of Law

- Legal Practice

\*<sup>1</sup> Graduate Program of Systems and Mathematical Sciences (Master's Course) will stop recruiting students from April 2023.

\*<sup>2</sup> Graduate Program of Data Science (Master's Course) will be established in April 2023.

### Course Search

Students can refer to course details using the online syllabus search option available at: <https://porta.nanzan-u.ac.jp/syllabus/>

- All course lists for Spring and Fall semesters will be updated in March. Course offerings and syllabi may vary each year.
- Number of courses conducted in English is limited, except for some university-wide undergraduate courses categorized as "International Course Category." Most courses are mainly taught in Japanese.

### Course Offerings and Restrictions

To know about courses offered to exchange students, please read the "Course Offerings for Exchange Students" carefully at:

[https://office.nanzan-u.ac.jp/ncia/to-nanzan/item/Course\\_Offerings\\_Instructions.pdf](https://office.nanzan-u.ac.jp/ncia/to-nanzan/item/Course_Offerings_Instructions.pdf)

- Exchange students are eligible to enroll in most courses as long as they meet the entry requirements and course is not filled to capacity.
- In general, "Seminars," Language courses, and some compulsory courses for degree students are not available for exchange students. Exceptions may be considered depending on students' academic performance at their home university.
- In principle, graduate students should choose classes offered in graduate courses at Nanzan. Please note that enrollment restrictions for exchange students vary depending on each school.

### Registration Requirements

Exchange students must register and attend **more than 10 hours (600 minutes) of classes** per week. It is mandatory to attend at least six periods (100 minutes constitute one period) every week to meet this requirement.





<b>Standard Course Load</b>	6–8 credits or more each quarter (ex. 3-4 lecture courses)			
<b>Credits</b>	<b>Undergraduate programs:</b> Min 6 credits per quarter; Max 24 credits per semester			
	<b>Graduate programs:</b> Min 6 credits per quarter			
	<b>Type of course</b>	<b>Credits awarded</b>		
	Lecture & Seminars	<b>one credit:</b> 675 minutes class successfully completed		
	Language course	<b>one credit:</b> 1,350 minutes class successfully completed		
<b>Grading System</b>	Physical education practice	<b>one credit:</b> 1,350 minutes class successfully completed		
	<b>Grade</b>	<b>Score</b>	<b>Grade Point</b>	
	A+	100–90	4.0	-
	A	89–80	3.0	-
	B	79–70	2.0	-
	C	69–60	1.0	-
	F	59–0	0.0	-
	X	-	0.0	Absence from final examination or failure to submit final report.
	S	-	0.0	Insufficient attendance
Some courses may also be on Pass/Fail grading system. The “PF” system of evaluation may only be applied to courses specified in the syllabus.				
<b>Transcript of Academic Record</b>	Transcript of Academic Record is mailed to the exchange students’ home university within two months after the completion of the program. <b>NOTE:</b> The transcript does not include GPA.			

## ESTIMATED PROGRAM FEES

<b>Tuition &amp; Fees</b>	Exchange students pay tuition fees as charged by their home university. Students should also budget for additional costs, such as insurance fees, security deposit, books and supplies, housing, meals, local transportation, and personal expenses.
<b>Housing</b> More information can be found <a href="#">here</a> .	Exchange students for undergraduate/graduate programs have two options. 60,000 yen per month for the first semester is collected in advance. <b>Janssen International Residence</b> *1 : Single room in a residence hall, next to campus. <b>Foyer Nanzan</b> : Studio type apartment, 18 minutes walk from the campus.



	<ul style="list-style-type: none"> <li>➤ <b>One-semester students:</b> (6 months): 360,000 yen</li> <li>➤ <b>Yearlong students:</b> (12 months): 720,000 yen</li> </ul> <p>*1Janssen International Residence runs educational programs of its own. All residents will be required to pay the program fee of 1,000 yen/month.</p> <p>*2 Students who have chosen Foyer Nanzan will also be charged an initial payment of 25,000 yen.</p>
<b>Health Insurance (required)</b>	<p>Exchange students are required to enroll in the Japan National Health Insurance (JNHI*1) and designated Accident Insurance *2.</p> <p>*1 1,500–3,000 yen/month (price differs by residence area) *2 4,690 yen</p>

## ADMISSION PROCEDURE

<b>Course Planning</b>	<p><u>During Fall (September –December)</u></p> <p><b>Step 1:</b> Consult an Adviser at your home university about appropriate courses for you offered at Nanzan depending on your level of study and experience.</p> <p><b>Step 2:</b> Contact our Academic Adviser (<a href="mailto:intl-advising@nanzan-u.ac.jp">intl-advising@nanzan-u.ac.jp</a>) to ensure your prior academic experience and language proficiency meet the entry requirements of your desired courses. Students who wish to apply for graduate programs must consult our Academic Adviser to discuss their prospective research Supervisor while at Nanzan.</p>	
<b>Nomination</b>	<p><u>February 1–February 28</u></p> <p>“Nomination Form” must be submitted to us by your exchange coordinators.</p>	
<b>Application</b>	<p><u>March 6–March 20</u></p> <p>Within one week of receiving the nomination, we will email the nominated students with the designated online application link and further instructions. Followings are the supporting documents applicants must submit by the application deadline after the completion of the online application.</p>	
	<ul style="list-style-type: none"> <li>● Official Transcripts</li> <li>● Study Plan/Research Plan</li> <li>● Proof of Language Proficiency</li> <li>● Copy of Passport</li> <li>● Application for Certificate of Eligibility (CoE)</li> </ul>	<ul style="list-style-type: none"> <li>● Official Bank Statement</li> <li>● Photo for Student ID Card and CoE</li> <li>● Housing Application and Health Information</li> <li>● Letter of Recommendation</li> </ul>



## APPLICATION REQUIREMENTS

<b>General Requirements</b>	<p>Applicants should have a cumulative grade point average <u>(GPA) of 2.0 or better on a 4.0 scale</u> or its equivalent</p> <p><b>For the Undergraduate Program:</b></p> <ul style="list-style-type: none"><li>• Have completed more than 12 years of formal education or its equivalent</li></ul> <p><b>For the Graduate program (Master's course):</b></p> <ul style="list-style-type: none"><li>• Have completed undergraduate coursework or more than 16 years of formal education or its equivalent</li></ul> <p><b>For the Graduate program (Doctoral course):</b></p> <ul style="list-style-type: none"><li>• Have been awarded a master's degree or a professional degree or its equivalent</li></ul>
<b>Language Requirements</b>	<p><b><u>MINIMUM SCORES TO BE ELIGIBLE</u></b></p> <p><b>Opting for courses taught in Japanese:</b> Japanese Language Proficiency Test (JLPT) N2 level</p> <p><b>Opting for courses taught in English:</b> TOEFL iBT 75 or IELTS 5.5</p> <ul style="list-style-type: none"><li>➤ A confirmation letter by a Professor at the home university that indicates the applicant has the proficiency equivalent to that mentioned above can be accepted. In that case, the applicant may be asked to have a zoom interview in order for us to confirm their language proficiency.</li><li>➤ For English-speaking countries, proof of English language proficiency is not required.</li></ul>



## APPROXIMATE TIMELINE FOR ENROLLMENT (September Entry)

\* This schedule is tentative and subject to change.

Results Notification Sent by Email (to students and their home university)	<b>Early May</b> Successful applicants will receive the invoice and an <b>“Admission Packet.”</b> The package covers information about the necessary steps to be taken for studying at Nanzan, including the instructions on applying for a student visa.			
Registration for Enrollment	<b>1) Confirmation of Enrollment:</b> Students must submit the designated “Confirmation of Enrollment” by <b>May 20.</b> <b>2) Complete Payment:</b> Housing fees and additional expenses associated with the exchange (accident insurance, security deposit, etc.) must be paid by <b>May 31.</b> <b>3) Arrival Information Submission:</b> “Arrival Information” and a travel itinerary must be submitted by <b>June 30.</b>			
Notification of Accommodation	Housing arrangement will be made after the payment is confirmed. Students will then receive a notification of the accommodation in <b>mid-July.</b>			
Course Registration	Course registration for exchange students is a specialized process. Students will receive help from our Academic Adviser with instructions and a “Course Request Form” in <b>June.</b> <u>The form must be returned to us by the end of June.</u> <ul style="list-style-type: none"> <li>➤ Based on the Course Request Form, the Adviser will review your request and transcripts from home university to consider your prior academic experience and check whether seats are open in preferred courses.</li> <li>➤ Exchange Students will be registered for as many courses as possible among the selected courses before their arrival and will work with the Academic Adviser during the orientation week to finalize the schedule.</li> </ul>			
Visa Application	<b>Mid July</b> The official letter of admission and the Certificate of Eligibility (for non-Japanese citizens) required for student visa will be mailed to students.			
Arrival in Japan	Early September			
Orientation Program	Early to mid-September			
Classes Start	<b>Fall semester</b>	Mid-September	<b>Spring semester</b>	Early April
Classes End		Early February		Early August
Final Day of Moving Out	<b>One-semester students</b>		Last day of February	
	<b>Yearlong students</b>		Last day of August	